About International Compliance

The Department of Home Affairs

To study in Australia International Students must have valid Australian visa. A Student Visa is a temporary Visa that allows International Students to come to Australia for a specified period of study at an Australian educational institution. The Department of Home Affairs are responsible for processing and granting visa applications.

International Students may be able to lodge visa application online, visit the following website to lodge an online application: [https://www.homeaffairs.gov.au/trav/visa/AppI/Student](https://www.homeaffairs.gov.au/trav/visa/AppI/Student)

If an International Student are already in Australia and they are having difficulties lodging an online application International Students can lodge a paper visa application to this address: Victorian Student Centre, Department of Home Affairs, GPO Box 241, Melbourne, VIC 3001.

There are certain student visa conditions that International Students must comply with. To check an International Student visa conditions and other information in relation to an International Student visa International Students can check their own visa details with the Visa Entitlement Verification Online: [http://www.immi.gov.au/Services/Pages/vevo/vevo-overview.aspx](http://www.immi.gov.au/Services/Pages/vevo/vevo-overview.aspx)

If an International Student is in Australia and they have overstayed their visa they are required to contact the Department of Home Affairs to discuss their situation as soon as possible: [http://www.immi.gov.au/managing-australias-borders/compliance/community-status-resolution/index.htm](http://www.immi.gov.au/managing-australias-borders/compliance/community-status-resolution/index.htm)

The International Compliance Team is here to help International Students with Student Visa conditions.

The following is a summary of the regulations regarding International Students Student Visa. International Students must understand and comply with these regulations.

- Residential Address – student visa condition – 8533
- Full Time Enrolment – student visa condition – 8202
- Academic Performance
- Overseas Health Cover – student visa condition – 8501
- Deferral/Leave of absence
- Permission to Work – student visa condition – 8101
- Applying for a further Student Visa
- Graduating

The International Compliance team helps to ensures that the University and International Students are compliant with the Education Services for Overseas Students Act 2000 (ESOS Act) and related
legislation which is designed to protect the interests of students coming to Australia on student visas.

The University is committed to this legislation which aims to protect and enhance Australia’s reputation for quality education, to provide tuition protection and support the integrity of the student visa program.

The National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2018 (the National Code) is established under the ESOS Act. The National Code is a set of nationally consistent standards that governs the protection of overseas students and delivery of courses to those students by providers registered on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS).

For further information on this Commonwealth legislation International Students can visit the following website: https://internationaleducation.gov.au/Regulatory-Information/Pages/National-Code-2018-Factsheets-.aspx

**Information for International Students:**

**Transfer Release Request.**

There is a legislative requirement that International Students who are studying at the University of Tasmania are to remain with the University for the first six calendar months of their principal course of study. The Principle course is an International Student main course of study leading to the highest qualification on the student’s current visa. If the student is on a packaged course, the course leading to the highest qualification will be the student’s principal course and the restriction will apply to the first six months of that course and any packaged courses before it.

International Students have the opportunity to submit a Transfer Release request to the International Compliance team if an International Student wishes to transfer within the first 6 months of study, however there are only limited circumstances in which a Transfer Release will be approved.

If an International Student is applying for a Transfer Release they must continue with their studies at The University of Tasmania until a decision has been made on their request. If International Students do not continue with their studies, then a Transfer Release request is denied, this could have ramifications on a Student Visa.

Please find below the web link to the Transfer Release Application form.

The University may provide a Transfer Release when International Students submit a Transfer Release request prior to completing 6 months* in an International Students principal course in the following circumstances:
• provide evidence that an International Student were misled by the University or an education agent or a migration agent regarding the University or the course the International Student is undertaking, OR
• An International Student provides evidence that a transfer would be in an their best interest, AND
• When an International Student had been assessed as having compassionate and compelling circumstances, AND
• When an International Student has evidence that the they have accessed the University’s support services, AND
• When an International Student has shown evidence of a genuine effort to engage with the University’s support services and sought resolution to any difficulties the International Student is encountering.

If an International Student submit a Transfer Release request they must provide the following evidence to accompany it:

• Evidence of valid Offer of Enrolment from a registered provider.
• Evidence to support any claims an International Student has made in the Transfer Release request.

We strongly recommend discussing a Transfer Release request with an International Student Adviser prior to lodgement. An International Student Adviser will be able to advise an International Student and provide International Students with further support information and support.

Please find below the web link to the International Student Advisers
http://www.utas.edu.au/students/learning/advisers

When an International Student has completed the Transfer Release request an International Student need to submit the form to International Compliance. Email International.Compliance@utas.edu.au

If an International Student is not satisfied with the outcome of the Transfer Release request, an International Student can appeal the decision by submitting a formal appeal under Ordinance 8 of the University of Tasmania Act 1992.
http://www.utas.edu.au/__data/assets/pdf_file/0008/76139/Ordinance-8-Student-Complaints.pdf
International Students can discuss this appeal process with an International Student Adviser and/or the Tasmanian University Union Student Advocate.


A full copy of the International Student Transfer Release Request Policy can be located here.
For further information on this legislative requirement International Students can see Standard 7 of the National Code.


*The University defines 6 months as 6 calendar months of International Students principal course, for example if an International Student started their principal course on the 24 February then after the 6 month period is when an International Student is free to Transfer.

**Withdrawning from the University of Tasmania.**

If an International Student, no longer want to continue their studies with the University and they are returning to their home country International Students should firstly speak with an International Student Adviser who will be able to advise them and provide International Students with further support.

If after speaking with an International Student adviser and an International Student still want to withdraw from the University. An International Student is required to complete the below form. This form will need to be processed by an International Compliance officer and it can be emailed to International.Compliance@utas.edu.au.

Before the International Compliance Team can proceed with processing an International Students Withdrawal application, we required details on their future study plans, or travel plans. For Future Study Plans, we require a copy of an International Students new Offer of Enrolment. For Future Travel plans we require a copy of an International Students Air Travel Ticket.

Please find below the web link to the Withdrawal Application form.

If International Student is withdrawn from their studies the Confirmation of Enrolment (CoE) will be cancelled and International Compliance will inform Department of Home Affairs that the CoE has been cancelled. This may have an effect on an International Students visa.

**Leave of Absence Application.**

A Leave of Absence is an approval for a break in an International Students studies if there are circumstances that are beyond International Students control and that will have an impact on International Students studies.

International Students who have completed at least one semester of their course can apply for a Leave of Absence.

A Leave of Absence is only provided in limited circumstances including when compassionate and compelling circumstances exist.
If International Student is successful in their application for a Leave of Absence the University will suspend an International Students CoE this process issues a new CoE with a new proposed Course End Date so that an International Student may in the future apply for another visa to cover their stay in Australia.

To apply for a Leave of Absence International Students are required to make an appointment with an International Student Adviser. The Leave of Absence guidelines can be found at the below web link.


A CoE Extension.

A CoE is issued by the University to allow an International Student to lodge a visa application with the Department of Home Affairs.

The proposed course end date is the duration that the International Students are required to complete their studies. There are limited circumstances in which a student can request an extension to their course duration. A CoE extension to cover the duration of study can only be given in the following circumstances, which are:

- Compassionate or compelling circumstances exist that have led International Students not being able to complete their studies in the duration as specified on an International Students COE, or
- An International Students has an intervention strategy, or
- An approved deferment or suspension (Leave of Absence) of study has been granted to International Students.

To apply for an extension International Students are required to complete the CoE Extension Application form when requesting an extension to International Students duration of study.

As part of the CoE Extension Application process International Students are required to speak with a Course Information Officer and an International Student Adviser. The Course Information Officer and the International Student Adviser will be able to offer an International Student support and propose options on how International Students can manage their study load in order to successfully complete their degree.

If an International Student is currently on a student visa does and does not have a valid CoE they are not entitled to study at the University.

Notice of Intention to Report - NOIR.
There may be a legislative requirement for the International Compliance team to send a NOIR to an International Student. A NOIR can be issued for a number of reasons in relation to non-compliance with the ESOS Act.

If International Students ignore a NOIR and do not respond to it within the date specified an International Students CoE (Confirmation of Enrolment) may be cancelled and the University will inform the Department of Home Affairs. After the University has cancelled an International Student CoE and reported the International Student to Department of Home Affairs the student visa may be cancelled.

If International Students receive a NOIR it is very important that International Students respond to it. Many of the compliance issues we deal with can be resolved prior to the cancellation of a CoE.

If International Students do not have a valid CoE International Students are not entitled to study at the University.

Complaints and Appeal.

In some circumstances, International Students can appeal a decision that has been made in relation to a Transfer Release request, Leave of Absence, CoE Extension or in relation to a decision made after an International Student has received a Notice of Intention to Report.

For more information about the University’s complaints and appeals process International Students can visit the below website.


International Compliance Contact Details.

Michelle Suhr
Compliance Coordinator
Student Operations
Division of the Chief Operating Officer
Mail: University of Tasmania, Private Bag 120, Hobart, TAS 7001
Tel: +61 3 6226 2418

Marji Craven
Compliance Officer
Student Operations
Division of the Chief Operating Officer
Mail: University of Tasmania, Private Bag 120, Hobart, TAS 7001
Tel: +61 3 6226 1786
International Students can contact the International Compliance team via email at International.Compliance@utas.edu.au

**International Compliance Forms:**

CoE Extension Application

Transfer Release Request

Leave of Absence Application

Withdrawal Application